App. F. IX-4

Previous References.

1943.
(Prisons)

File No. 72 - 43
Serial Nos. 1-2

Later References.
Pris 14-44-2
Pris 22-44 (1-2
Pris 33-44 (1-4
" 2-45 (1-2
" 133-47 (1-4
Pris 63-48-2
" 106 dpg-6
" 93-50-6
Pris Dep 26/56.

Pris 2-45-1/2 Pol & Ad. Affairs

PRESERVED

GENERAL AND REVENUE SECRETARIAT

Serial Nos. Two

Part B for August 44.

SUBJECT

Assistance for bringing the accounts of the Central Jail up-to-date

Serial No. 2 P 14-15 dated 1st July 1944

To: The I. G. of Prisons
The Comptroller through Finl Dept.

Sanctions the appointment of a Manager for the jail

18th Aug 1944

Continuation Sheet. File No. Assistance for bringing the Accounts of the Central Jail up-to-date. Page of

Current No. 72-43

Prisons

72-c

Soon,

1) The D. G of Prisons Letter No 1014-4 dated 5th April 1944 requesting in the accompanied statement, that two experienced clerks of the Comptroller's office may be deputed for a period of 3 months to the Central Jail, Bangalore for assisting the staff in bringing the accounts up-to-date.

2) Submitted. The details mentioned in the D.G's letter indicate that the state of accounts in the Central Jail is very unsatisfactory.

If approved, the Comptroller will be requested to depute two clerks as requested by the D.G.

Submitted for orders

6/4 Rec'd 10188

2) The Comptr. may be consulted pl. c

6/4

Law Secy.

3) U.O.No.P 1143/43 dated 6th April 1944.

IMMEDIATE 4) Forwarded with Compliments to the Comptroller to Government for favour of opinion;

M. N. Varadarajan
for Secretary (Internal) Law Dept.

COMPTROLLER'S OFFICE, BANGALORE
CLAD
10 APR 1944
SPECIAL SECTION

5) 957/SA. 15/V/44

U.O.No.320/CLAD dated 8-5-44

Returned with compliments.

A copy of the Note received from the Assistant Comptroller

Prisons 7283

Continuation Sheet. File No. Accounts — Central Jail Page.
Current No.

Comptroller in charge of the Local Audit Circle, Bangalore on the condition of accounts etc in the Central Jail is enclosed for the information of Government. I agree with his suggestion that an Accountant of this office may be appointed as Manager and Head Accountant with a view to have better supervision over accounts work.

M Shamanna
Comptroller

CV/8

6) If approved the Dy Secretary will be pleased to issue an officially in the suggestion made by the Comptroller. The posting of an accountant to the Jail will involve an extra cost of about Rs 100/- p.m. The posting of the account clerk will also involve the same extra cost.

15/5

7) Forwarded with compliments to the Inspector General of Prisons for favour of opinion. G.O.No. P145/43 dated 15.5.44

M.K. Varadarajan
for Secy to Govt, Law Dept
16/5/44

8) Retransmitted with compliments:-

The accounts in the Central Jail are in a state of confusion. What is immediately necessary is that the accounts should be checked and brought up-to-date. The proposal already made by me that two experienced clerks of the Comptroller's Office may be deputed to assist the Jail staff temporarily for a period of 3 months may kindly be accepted. The question of posting a Manager for the Jail may be considered later.

Inspector-General of Prisons.

N.O. No. 1014-8 dated 29.5.44

SECY. LAW DEPT. 1-15-7 30 MAY 1944 GOVT OF MYSORE

31/5

Press 7286

Continuation Sheet. File No. Accounts of the Central Jail Page
Current No.

5) Submitted for orders as to whose proposals,— whether the D.G.'s or the Comptroller's,— may be accepted. The D.G. wants his proposals to be accepted — the former of 2 experienced accounts clerks

6

31/5/11. 10) Kind reference is invited to the Asst. Comptroller's note on the Central Jail Office which indicates a very unsatisfactory state of affairs. It is seen therefrom that what is required is not an additional staff temporary staff as suggested by the D.G. of Prisons, but a proper distribution of work among the existing staff and efficient supervision and control over them. It is stated that the present Head Clerk is not capable of doing any original work satisfactorily and much less to supervise the work of the subordinate staff. The affairs of the office are said to have deteriorated to a great extent as a result of the indifferent work turned out by the officials and lack of control over them. At this end also it may be stated that as a result of want of adequate ministerial assistance to the D.G. of Prisons, references made by Govt remain unanswered for months together inspite of several reminders. In the interests of efficiency therefore it seems better to post an Accountant of the Comptroller's Office as Manager and Head Accountant of the Central Jail Office as a

Manager V Head accountant

Continuation Sheet. File No. Current No. of Page.

for Hon C. J. Bacon

permanent measure, as suggested by the Comptroller. The Financial Secy may be consulted.

MMS 2/6/44

Law Secy

11) The suspended accountant may be posted.

Gen Secy 2 6 44

27 c MMS 2/6/44

12) I agree.

MM 4 6 44

Cm 5-6 44

MMS 5/6/44

Ministers R+L 13) Kle 11.6

Cm 14 6 44

MMS 14/6/44

14) Draft G.O is submitted for approval.

Secretariat 15) Issue MMS 21/6/44

28/6

) Financial Secy has agreed. Draft and forward to Secretariat.

T 2 c

Hon. 11

Kle 17/7/44 By 3/7

17) GR CPO 3/7

20

2) Kle D.G. of Prisons
" Comptr Lr no. F.P. 14-15 dated 7-7-44
Sanctions his appointment as Manager
I/c the B.C. Jail.

Issued

B

11/8/44

C. F. No. 45] 7286/43 P

Pris. 72-43-1

GOVERNMENT OF MYSORE

Tele gram / phone

No. 1014-4 pris
Encls.

OFFICE OF
the Inspector-General of Prisons
in Mysore,
Bangalore.

Date 5th April 1944.

To

The Secretary to the Government of
His Highness the Maharaja of Mysore,
Law Department, Bangalore.

Sir,

I have the honour to state that due to the large number of political prisoners and detenues admitted into the Central Jail, Bangalore during the last two political disturbances, the volume of work in the Jail increased suddenly. As the staff could not cope with the increased work, arrears have accrued. The audit objections pertaining to the Jail for the period from October 1939 have not been attended to. Since 1940, there have been frequent changes in the personnel of the Superintendent and this has partly contributed to the delay in disposing of the audit objections.

A series of irregularities have been noticed in the Cash Register maintained in the Jail. The totals for each month under eac head of service have not been struck. The Superintendent reports that unless the irregularities are set right and the Cash Book brought up-to-date, further transactions may involve incorrect application of Government Funds and requests therefore that two experienced clerks of the Comptroller's Office may be deputed to check the Jail accounts and bring them up-to-date. I submit herewith a copy of the report receive from the Superintendent and request that in the circumstances explaine two experienced clerks of the Comptroller s Office may kindly be arranged to be deputed temporarily for a period of three months to assist the Jail staff in bringing the accounts up-to-date.

I have the honour to be,
Sir,
Your most obedient servant,

Inspector-General of Prisons. P.T

Copy of letter No. C.C. 1244/43-44 dated the 10th March 1944 from the Superintendent, Central Jail, Bangalore to the Inspector-General of Prisons in Mysore, Bangalore.

Subject:- Irregularities in the maintenance of Cash Register since October 1939.

I have the honour to bring to your kind notice the following facts regarding the irregularities in the maintenance of cash book in this Office and seek early orders thereform.

Mr. T.M. Amir was the Chief Jailor all these years and he was promoted and transferred as Superintendent, Mysore Jail. Consequent on his transfer, Mr. T.N. Madappa, Deputy Jailor was temporarily in charge of the duties of the Chief Jailor having taken charge of the same from Mr. Amir on 9-9-1943. Mr. S.B. Basappa who is permanently posted as Chief Jailor took charge of the office on 24-9-1943. On that day, the cash handed over to Mr. Basappa from Mr. Madappa amounted to Rs. 561-1-0. Mr. Madappa was not able to furnish details of the several heads of which this balance of amount was composed of nor was he able to explain the reason therefor. According to him Mr. Amir did not strike the balances of the several heads of accounts but handed over the balance lump sum when he made over charge.

With a view to prepare the balance sheet, the present Chief Jailor under my instructions looked up to the previous accounts and found that from October 1939, the entries were not quite clear as to how and for what specific purpose, amounts received were spent. The particular heads of account do not appear to have been kept in view and amounts have been transacted and entries made with without due regard to the specific heads. It is not possible to find out from that time viz., October 1939 the total receipts and expenditure under various heads. I feel that the accounts from that date will have to be minutely gone into, in order to ascertain and find out the totals of several heads. The are voluminous and confusing and the Chief Jailor with other onerous and important routine duties, finds himself unable to attend to this work as well. It is considered that unless the accounts are brought up-to-date and the balances of several heads of accounts, specifically determined further transactions may involve considerable risks and incorrect application and appropriation of Government Funds. This defect in accounts will have to be immediately set right.

Under these circumstances, I beg to suggest that the services of two experienced clerks of the Comptroller's Office may be indented for, for a period of three months in the first instance to bring the entire accounts up-to-date otherwise it is not possible to rectify the defects.

The day to-day accounts are however being continued in the bes possible manner, though in view of the unsatisfactory manner adopted so far of keeping accounts, it may not be possible to be specific and accurate regarding the balances under various heads. But however there does not appear to be any defalcation of Government money since D.C. bills to the extent of acount Rs. 1,213-12-5 are pending pre-audit with the Comptroller to Government.

" C o p y "

Inspector-General of Prisons.

Allocation of duties among the members of the Clerical Establishment of the Central Jail, Bangalore.

---

1) THE HEAD CLERK.

1. Checking of bills presented by contractors and connected correspondence.
2. Preparing bills of Establishment and that of the Superintendent and the correspondence relating thereto.
3. Checking of bills relating to lighting and water charges.
4. Preparation of half yearly and annual returns and administration reports.
5. To attend to leave petitions of the staff.
6. Preparation of pension and gratuity papers relating to all officers.
7. Preparation of Budget estimates.
8. Preparation of travelling allowance bills if any and to attend to connected correspondence.
9. To attend to the correspondence relating to the appointment of officials &c
10. To supervise the work done by each clerk, to find out the total number of papers pending with each, and to report to the Chief Jailor and to the Superintendent any laxity on the part of any official.

2) SECOND CLERK.

1. Attending to the admission of the convicted prisoners and their releases, and to the correspondence relating to the above prisoners including the maintenance of the several registers in connection with admission and release.
2. Maintenance of remission sheets upto date.
3. Opening of History Tickets for every convict as per rules.
4. Preparation of stationary indents. He will be in charge of the Stationary Forms and Registers.

3) THE RECORD KEEPER.

1. To maintain 'To' and 'From' Registers.
2. To maintain in proper order all records, Registers and files in the Office.
3. To attend to all minor and miscellaneous correspondence.
4. To attend to the cases of prisoners to be released on medical grounds.
5. To attend to the papers relating to the death of prisoners in the Jail.
6. To attend to the registration of prisoners under C.T.Act.
7. To attend to correspondence relating to 'Escapes'.

4) THE MUNSHI.

1. To attend to admission and release of Under-trial prisoners.
2. To attend to prisoners who go to the courts every day.
3. To attend to the transfer of prisoners from one jail to another.
4. To attend the appeal petition of prisoners.
5. To attend to the remittance work of garden account and bedding hire of Judgment debtors.
6. To maintain the list of C & M Station prisoners confined in the Jail and to send monthly returns relating to them.

P.T.O.

7. To maintain the Long-roll (General abstract) of prisoners.

8. To attend in time the monthly statistical returns (to be submitted to the Inspector General of Prisons).

9. To attend to the Extradition cases.

10. To attend to the body warrants for the production of prisoners before the Courts in other Districts than Bangalore.

5) THE DEPUTY MUNSHI.

1. To attend to the admission and release of Civil prisoners.

2. To attend to the interview petitions relating to prisoners.

3. To attend to post cards and covers relating to prisoners and to the accounts relating thereto.

4. To attend to minor correspondence with regard to the furnishing Jail numbers of prisoners when required by the Police Dept:

5. Despatching of warrants of released prisoners and miscellaneous petitions from prisoners.

6. Preparing of monthly descriptive rolls.

THE DEPUTY JAILOR.

1. In addition to his daily routine he will attend to the compilati of lists of prisoners eligible for the consideration of the - Standing Advisory Board and the preparation of the necessary - files relating thereto. He will also attend to all cases - coming under Rule 456 of the Mysore Jail Manual.

Stores Branch.

6) Storekeeper — Custody of all kinds of Stores. Maintenance of accounts and Records relating to Stores.

7) Asst. Storekeeper — To assist the storekeeper in his daily work.

8) Storeclerk. Maintaining "From & To" Registers and other routine duties.

In addition to the above there are

9) Additional clerk and

10) a Typist

CM/
25/4/44

Memo No.883/BLAC dated 3-5-44

N o t e

The annual expenditure of the institution has risen from Rs.1,08,317/- in 1939 to Rs.3,77,565/- in 1943. Vide comparative statement of annual expenditure for the past 5 years enclosed. This by itself is not indicative of the increase in the volume of work of the Jail, since due allowances will have to be made for the abnormal increase in rates of dietary and other articles of purchase due to War conditions. As indicated by the I.G.of Prisons the work has no doubt tended to increase as a result of the recent Political disturbances and other causes.

The present condition of the accounts etc of the Jail is certainly very far from satisfactory, in fact they are in a most deplorable state. The columner cash book (a piece of elaborate accounting since replaced by a simple cash book and classified abstract) has not been maintained properly since 1939. As noticed during last audit (report separately under issue) there is any amount of confusion in this important and primary account. Against the permanent advance of Rs.500/- granted to the Jail Superintendent, Contingent bills to the tune of Rs.1,500/- are pending recoupment. Departmental receipts viz., sale proceeds of show rooms, garden realisations and batta amounts, T.A. Salary etc have all been mixed up and not to an inconsiderable extent appropriated for departmental expenditure with apparently complete disregard to account rules or principles.

The Jail Office is manned at present with the following staff:

(1) Head Clerk
(2) Second Clerk
(3) Record keeper
(4) Munshi
(5) Deputy Munshi
(6) Store-keeper
(7) Asst. Store-keeper
(8) Store Clerk
(9) Additional Clerk
& (10) Typist

A review of the volume of work with its distribution among the above 10 people, does not suggest inadequacy of the present strength or the need for further supplementing the existing staff for doing original work. The work allocation statement obtained from the Jail is herein appended for favour of reference.

What appears badly needed is I feel proper and efficient supervision of the work and control over the existing members of the staff. I am constrained to observe that the present Head Clerk, although an official of long standing in the Department is not capable even to do the original work entrusted to him satisfactorily and much less to supervise the work of the subordinate staff under him. He is not well posted either with departmental rules and regulation or Account rules.

Even the requirements as to proper filing of records and keeping them upto date and readily available for reference whenever necessary is seen to be very much neglected. References not older than a week or ten days are in several instances (as noticed during inspection) said to be misplaced and not traceable. Why the affairs of the office should have deteriorated to this extent in spite of the employment of a full time record keeper cannot be attributed to causes other than indifferent work turned out by the official or officials and lack of control over them.

In regard to the discrepancies and irregularities in the cash accounts referred to by the Jail Superintendent in his report dated 10-3-44 to the I.G.of Prisons, it is brought to notice that as per the Jail Manual it is the personal responsibility of the Chief Jailor to be in charge of the cash and maintain its account properly. Carelessness or ineffeiciency of the Chief Jailors from time to time since 1939 has tended to lead to this confusion and complication, which I fear will require several months if not years for an experienced accounts-man to verify and to build up correctly afresh. Whether this will be possible at all is doubtful since the required vouchers, records may not in all probability be traceable. The suggestion of the I.G.of Prisons for the deputation of 2 Accounts Clerks for a short period of 3 months, does not therefore commend itself to me.

What is urgently and very badly required in that office appears to me to be the need for appointment of an Accountant of the Comptroller's Office as Manager and Head Accountant as a permanent measure, to supervise and extract the maximum amount of work from the existing staff not exclusive of the Head Clerk. This arrangement will be conducive not only to clear up the confusion

of the past, by arranging for necessary verification with the help of the existing staff, but will also enable the current work being kept up to date. The afaff of the Jail at present require proper supervision ~~of~~ and guidance to get the maximum amount of good work they are capable of.

Sd/ D.J. Raj

Asst. Comptroller
B.L.A.C.

" Copy "

K. Rajagopala Iyengar 8.5.44
Superintendent C.A.D.

Comparative Note - Volume of transactions from 1939 to 1943

	1939			1940			1941			1942			1943		
1) Establishment Charges	43,702	2	-	48,930	13	-	48,682	12	-	55,621	11	-	73748	7	-
2) Dietary Charges	22,596	12	6	38,088	15	1	39,643	1	6	91,402	14	6	2,26,922	1	6
3) Hospital Charges	1,997	5	6	3,531	-	-	2,251	10	9	5376	3	-	15,405	7	-
4) Clothing and Bedding	1,665	9	-	6,081	6	6	6,201	8	9	7571	4	3	3,491	12	-
5) Sanitation Charges	913	9	5	7,941	-	-	7,794	-	9	10940	-	-	11,595	9	10
6) Charges for Moving Prisoners	1,510	4	-	2,923	4	9	1,206	13	3	410	6	6	1962	1	10
7) Miscellaneous Services & Supplies	2,255	6	2	3,899	-	2	4,863	10	8	4278	10	2	8,947	1	2
8) T. A.	121	8	-	242	2	-	212	13	-	57	4	-	645	14	-
9) Contingent charges	815	7	2	323	10	6	311	7	9	460	3	5	214	5	3
10) Purchase of Raw Materials	32,740	-	-	44,476	-	-	24,650	-	-	27090	-	-	34,712	-	-
Total -	1,08,317	15	9	1,56,437	4	-	1,35,817	14	5	2,02,238	8	10	3,77,564	11	7

CM2
15/-

G. R. S. A.

SUBJECT.....

.....

.....

Six copies

Section. Pris

File No. 72-43

Serial No. 2

Diary No. of letter replied to..... .. ....

General and Revenue Secretariat.

( )

the *194* .

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue 1-7-44 194 .

Signed by Mr. M. K-V

May this be—

(i) printed ?

(ii) treated as a Standing Order ?

(iii) published in the Gazette, English Part ?

(iv) translated ?

(v) placed at the disposal of the Press ?

(iv) published in the Gazette, Kannada Part ?

Read— Correspondence ending with unofficial Note No. 1014-8, dated 29.5.1944, from the Secy. to Govt. proposing the entertainment of additional clerks for bringing the accounts of the Central Jail Bangalore up-to-date ~~Order thereon. No.~~ 2 Unoffl Note 320 C.L.A.D dated 5-6-1944 from the Comptr & Audr. in the matter.

ORDER No. P. 14-15

The Secy. to Govt. reports that the accounts & other routine correspondence in

The Central Jail, Bangalore, which
are in arrears of Cundahs Lakhs
in an
consumn Requisn D/- be immediately
brought up-to-date and requests
that the requisite clerical assistance
may be given to the Jail for the
purpose

Govt. agree with the D.G
of Prisons and are accordingly
pleased to sanction the
appointment of a Manager
who will also be the Head
accountant ~~of the Jail~~ for
the Jail as a permanent
measure, a suitable ~~Accountant~~ Senior & experienced
of the Comptroller's office being
sent as such to the Jail
immediately ~~[illegible]~~

The Comptroller is requested
to spare & depute the ~~Asst~~
immediately in consultation with the D.G of Prisons.

Corrected by

Examined by

for Secy to Govt, Law Depn.

To
The D.G of Prisons
The Comptroller through the D.
The

List of Enclosures

WD 04162—GPB—60,000—23-10-41